

**STATE OF NEW JERSEY
DEPARTMENT OF LAW AND PUBLIC SAFETY
DIVISION OF ALCOHOLIC BEVERAGE CONTROL
COPS IN SHOPS – COLLEGE FALL INITIATIVE 2016-17**

This Initiative is supported by Federal Fiscal Year (FFY) 2017 National Priority Safety Programs (CFDA NO. 20.616) funding from the Department of Transportation, National Highway Traffic Safety Administration.

APPLICATION INSTRUCTIONS

Thank you for your interest in the Cops In Shops College Fall Initiative 2016-17. Please read these instructions carefully as the application process has recently changed.

NOTE: All application documents must be signed by an AUTHORIZED OFFICIAL of the municipality or head of the applicant local unit of government (e.g. Mayor, Administrator, Chief Executive, Village President, Freeholder, etc.)

COMPLETE APPLICATIONS MUST CONTAIN THE FOLLOWING:

1. Qualifying Letter

A letter requesting funding to run the program (a) describing the college or university within the municipality's borders, or the municipality's proximity to a college or university; (b) detailing that from late fall to spring, a noticeable influx of individuals under the age of 21 is found in the municipality; and (c) the names and addresses of plenary retail distribution licensees that will be cooperating with the police department to run the program.

2. Application with Award Conditions

Submit ALL pages, including the signature page.

3. Application Authorization

4. Debarment and Suspension, Lobbying, and Drug-Free Workplace Certification

5. Department of Law & Public Safety Debarment and Suspension Certification

You must attach proof of eligibility to receive federal funds from www.sam.gov.

6. Federal Single Audit Requirements and Certification

If your organization was subject to the federal single or program-specific audit requirements for any fiscal year starting after January 1, 2015, you must attach proof of submission of your audit reporting package from the FAC website.

7. Municipal Resolution

Resolutions must reference acceptance of funds to implement the Cops in Shops program and specify the municipality's allotment amount.

COMPLETE application packets must include Items 1 through 6 and be received at the ABC no later than 4:30 P.M., November 21, 2016. If a resolution cannot be passed before the application deadline, one can be provided after the application deadline, prior to any requests for reimbursement;

Facsimile/e-mail copies will not be accepted. No extension of the deadline will be considered. Failure to meet the deadline will result in the application being eliminated from funding consideration.

Complete applications should be sent to:

By Regular Mail:

DAG Marita K. Navarro
Div. of Alcoholic Beverage Control
P.O. Box 087
Trenton, New Jersey 08625

By UPS/FedEx:

DAG Marita K. Navarro
Div. of Alcoholic Beverage Control
140 East Front Street
Trenton, New Jersey 08625

Applicants will be notified of acceptance or denial on or about November 30, 2016.

Should you have any questions regarding this grant or any Cops In Shops related issues, please contact DAG Marita K. Navarro at (609) 984-2831.